

Meetings are recorded

TOWNSHIP OF WOODHULL
7315 Beard Rd, Perry MI 48872
Shiawassee County, MI
December 2, 2020

Opening

The Virtual Zoom meeting of the Woodhull Township was called to order at 7:11 p.m. on October 7, 2020 at Woodhull Twp Hall by Supervisor Slee.

Pledge of Allegiance was recited

Roll Call

Supervisor Slee, Clerk Winans, Treasurer Galilei, Trustee Betts and Trustee Jelenek were present.

Delegation or Visitors: None

Recommended Actions:

- a. **Approval of Agenda** – Trustee Jelenek moved and supported by Trustee Betts to approve the agenda with additions of Decision Items E).Custodian Contract F). Sexton Contract G). BS&A Proposal and H). Township Treasurer Bond. All Ayes. Motion carried.
- b. **Approval of the Minutes November 4, 2020** – Trustee Betts moved and supported by Trustee Jelenek to approve the minutes of November 4, 2020. All Ayes. Motion carried.

Board Comments and Reports:

- a. **Treasurer Galilei** - Financial Report: ~~Slee~~Galilei reported financial update for the month of November 2020, there was \$348,339.59 in General Savings. \$70,731.08 in General Checking. \$861.31 in Specific Tax account. \$2,334.68 in Park Savings. \$75,707.17 in Cemetery Fund. \$218,685.51 in CD's with a total of \$716,659.34. Subject to audit. There was no in-house transition Treasurer Training.
- b. **Clerk Winans** – With the newly elected board, a new form was written up for the exchange of office personnel. As an outgoing or incoming employee, the

exchange of keys, passwords, and all files associated with that office needs to be exchanged. This form is showing proof of such exchange for record keeping purposes. Supervisor Slee has yet to sign, awaiting attorney approval of form.

- c. **Supervisor Slee** – M-Dot should have all the detour signs picked up soon. Slee gave an update on the drain assessment.

Committee Reports:

Fire & Ambulance: No Report.

Park Commission: Presented by Cindy Bawks. The Park Commission hired Jerry Bawks as the new custodian. The newly appointed board is now updating the building use and rental policies. The picnic table has been refurbished with aluminum planks and will now be left during the winter months for park visitors. The next park meeting will be December 14, 2020 held virtually using zoom.

Planning Commission: No Report.

Public Comments: Call to Public was opened at 7:24 p.m.; closed at 7:33 p.m. Brought forth: Questions regarding updating of the Consumers pipeline going through Woodhull Township.

Decision Items:

a. **Bills:**

1). The payroll for the month of December totaled \$11,983.77 using check #'s 27288 thru 27307. The December bills in the amount of 28,590.96 using checks #'s 27308 thru 27322.

Trustee Betts moved and Trustee Jelenek supported to pay the December bills as presented. Roll call vote was taken. Galilei, yes; Slee, yes; Betts, yes; Jelenek, yes; Winans, yes; Motion carried.

b. **Appoint BOR members for 2021-2022:**

Trustee Jelenek moved and supported by Clerk Winans to keep the previous BOR members. Discussion held. Supervisor Slee requested two new members to be appointed. Board members wanted more communication on anyone interested in the BOR board. Questions were asked of communication given to previous BOR members on continuing their service and or duties being fulfilled properly.

4 Ayes, 1 Nay. Motion carried.

c. **Approval of Federal Poverty Guidelines for Poverty Exemptions:**

Trustee Jelenek moved and supported by Supervisor Slee to approve the 2021 Federal Poverty Guidelines set forth by the Department of Treasury.

All ayes. Motion carried.

d. **Appoint FOIA Coordinator:** Trustee Jelenek moved and supported by Trustee Betts to appoint Township Supervisor Pam Slee as the FOIA Coordinator for Woodhull Township.

All Ayes. Motion carried.

e. **Renewal of 2021-2023 Custodian Contract:** Trustee Jelenek moved and board supported that Trustee Jelenek will contact the Custodian and discuss contract

renewal interest.

- f. **Renewal of 2021-2023 Sexton Contract:** Treasurer Slee moved and Clerk Winans supported to approve the 2021-2023 contract renewal for Woodhull Township Sexton with James Passalacqua.
All Ayes. Motion carried.
- g. **Approval of BS&A Training Proposal:** Trustee Jelenek moved and Trustee Betts supported to approve the BS&A 1 day General Ledger and Accounts Payable training proposal of \$850.00 per day.
Roll call taken: Slee, yes; Betts, yes; Jelenek, yes; Winans, yes; Galilei, yes.
Motion carried.
- h. **Treasurer Bond Amount:** Treasurer Galilei has found the Township Bonds carried for Board members are basic amount without the extended required tax bond for Township Treasurers. Treasurer Galilei will check with Burnham & Flowers as well as auditor and report findings at January 2021 meeting.

Old Business: Back door needs a weather strip on bottom. Supervisor Slee suggested getting weather strip from Darlings Hardware and possibly having a Trustee put on door. Trustee Betts discussed need for Hall back door and deck to be replaced to put up to code in the next few months.

New Business: Fire Safe file cabinets are needed for both clerk and treasurer offices. Discussion held on the need for alarm system that includes fire alarm. Trustee Betts will work on getting quotes for the next meeting.

Public Comments: Call to Public was opened at 8:09 p.m.; closed at 8:12 p.m.

Adjournment: Clerk Winans motioned and accepted by Trustee Betts to adjourn. Meeting adjourned at 8:12p.m.

Sandy Winans, Clerk

Approved _____